

**Town of Three Lakes Plan Commission
Regular Meeting Minutes
September 9, 2010 – 5:30 pm
Town of Three Lakes Board Room
6965 W. School Street**

Present: Chairman Kwaterski, Ed Cottingham, Don Sidlowski & James Kumbera arrived at 5:50 p.m.

Absent: Tera Fritz, Rich Javenkoski & Dr. William Martineau

Plan Commission Secretary Susan Harris was present to record the minutes

1. Call to Order

Meeting called to order at 5:50 p.m. by Chairman Kwaterski
The Pledge of Allegiance was recited by those in attendance.

2. Report on Agenda Posting

Plan Commission Secretary Harris reported on the agenda posting in accordance with Open Meeting Law.

3. Agenda Approval

Motion by Cottingham and seconded to approve the agenda. **Motion carried. 4:0**

4. Approve minutes of 08/19/10 regular meeting & 09/07/10 special meeting

8/19/10 regular meeting minutes were distributed in advance to the Commissioners and were approved without correction or amendment. **Motion carried. 4:0**

9/07/10 special meeting minutes were distributed in advance to the Commissioners and were approved without correction or amendment. **Motion carried. 4:0**

5. Reports:

a) Kitty Hawk Bike Trail

Chairman Kwaterski asked for an update at next month's meeting as to the status of the land use agreements, or if Foreman Rutzen had reported anything further. We are still awaiting the final decision from the DOT as to a multi-use cross walk for bikes, pedestrians and golf carts.

b.) Eco/Dev-Land Use Sub-Committee

Chairman Kwaterski gave a brief summary on the new graphic symbol for the town and gateway entrances into the community. This will be discussed further at the next Economic Development/Land Use meeting on September 14, 2010.

c.) Broadband/Cellular Survey

Chairman Kwaterski presented an update on our broadband/cellular infrastructure. Chairman Kwaterski will be meeting with Fred Bowman-Technology Chair to continue work on broadband coverage maps for the township. Sonic Net is currently on WXPB cell tower and working towards locating their equipment on all County cell towers and Cellcom by next year.

d.) Land Subdivision-Future Agenda

Chairman Kwaterski provided a brief statement regarding a conversation with ZAC Chairman Scott Soder in regards to considering our own subdivision ordinance. If this would be pursued we must not echo existing Oneida County regulations and determine a balance between protection and development. It was recommended to check into other town subdivision ordinances. ZAC has received some from other townships including Stella which will be distributed to Plan Commissioner's for their review.

Reports Continued

e.) Land Use Permit Flow Procedures

Chairman Kwaterski presented the new ZAC/PC permit flow procedures and the tracking procedures put in place within the Town Office for CUPS, ARPS, Land Division and miscellaneous land use requests. These new procedures reflect our goals of: A) Responding to our citizen's permit application in a timely manner, B) Allowing the necessary time to accurately assess the permittee's request. In mid 2011, a review will be completed to assess these adopted procedures and consider changes if necessary. Chairman Kwaterski will contact Karl Jennrich, Director of Oneida County Planning & Zoning to provide input on the land use application form.

6. Consider Gateway Locations Identifying Town Center

One of the provisions within the Land Use chapter of the Comprehensive Plan outlines an idea for creating gateway locations to identify our town's center. Various options reflecting an image of Three Lakes using creative landscaping and three-dimensional signage will be considered. Potential areas for the gateway locations could include: 1.) South - Intersection of Hwy 45 and Hwy 32 South at the old DX gas station. 2.) North - Intersection of Anderson & Hwy 45. 3.) South - County Rd. A alongside Don Burnside Park. WI-DOT approval will be pursued to work with the town in regards to the placement of visually pleasing landscaping and signs welcoming visitors to Three Lakes.

7. Consider Plan Commission Website Updates

Chairman Kwaterski thanked Commissioner Sidlowski for all his work in creating and maintaining the TAG website, which also provides information on the adopted Comprehensive Plan for Three Lakes. However, we are now looking to move this and add more Plan Commission information within the Town website. Various options will be researched with consideration shown for presentation quality of content and economics. Sue will check with Clerk Peterson to identify all options of using our existing website provided through the Wisconsin Department of Administration. Information will be presented to the Plan Commission for consideration at a future meeting.

8.) Consider timeline for discussion of Tourist Based Short Term Rentals

As identified in the Housing chapter of the Comprehensive Plan, the number of resorts available for short term rentals for tourists peaked between the 1940's – 1970's. The number of cabins at that time were estimated to be 800-900, whereas in the late 1980's this number dropped to an estimated 195 and today less than 60. If you include the rooms available at the Oneida Village and the Northernaire that increases to roughly 160. This decline in weekly turnover has resulted in a major economic loss for many local businesses. What options do we have to consider to address this issue? The Comprehensive Plan outlines an objective to "Develop short term tourist based housing options". Chairman Kwaterski asked for volunteers to create a committee, seek additional volunteers to collect data for available options, holding community forums, listening sessions, etc. Commissioners Cottingham and Kumbera volunteered and will begin to collect such data beginning January 2011. **Motion by Commissioner Sidlowski and seconded that a committee be formed consistent with objective in the Comprehensive Plan for Tourist Based Short Term Rentals of which Commissioners Cottingham and Kumbera will be the Plan Commission Co-Chairs. Motion passed 4:0**

9.) Adjournment

Motion by Cottingham and seconded to adjourn at 7:14 p.m. Motion carried 4:0

Susan Harris
Plan Commission Secretary